



# INFORMATION BULLETIN

## JOB TRAINING PARTNERSHIP ACT

Employment Development Department

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TO: SERVICE DELIVERY AREA ADMINISTRATORS  
PRIVATE INDUSTRY COUNCIL CHAIRPERSONS  
JTPD PROGRAM OPERATORS  
EDD JOB SERVICE OFFICE MANAGERS  
JTPD STAFF

SUBJECT: NOVEMBER 6, 1998, SDA ADVISORY COMMITTEE MEETING SUMMARY

An agenda and summary of the November 6, 1998, Service Delivery Area (SDA) Advisory Committee meeting is attached.

If you have questions or comments regarding the summary, please contact Jackie Owen, Internal Technical Support Unit, at (916) 654-8006.

/S/ BILL BURKE  
Assistant Deputy Director

Attachments

## SERVICE DELIVERY AREA ADVISORY COMMITTEE MEETING

Employment Development Department  
800 Capitol Mall, Room 5000  
Sacramento, California 95814  
Friday, November 6, 1998

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<b>10:00 a.m.</b>	<b>Welcome/Hot Topics/Agenda Building</b>	<b>Bill Burke, Job Training Partnership Division</b>
<b>10:15 a.m.</b>	<b>CalWORKs Council of Corporate Executives Internet Clearinghouse</b>	<b>Eric Morikawa, Marketing and Constituent Services</b>
<b>10:45 a.m.</b>	<b>Workforce Investment Act of 1998</b> <ul style="list-style-type: none"><li>• Update</li><li>• Use of Unemployment Insurance Wage Record Data</li><li>• Customer Satisfaction Data Options</li></ul>	<b>Vicki Johnsrud, Workforce Investment Division</b>
<b>Noon</b>	<b>Lunch on Own</b>	
<b>1:00 p.m.</b>	<b>Management/Oversight of One-Stops</b>	<b>Ray Worden, Long Beach City SDA</b>
<b>1:30 p.m.</b>	<b>Job Training Partnership Act Closeout</b>	<b>Bill Burke</b>
<b>1:45 p.m.</b>	<b>Status of Welfare-to-Work Program</b> <ul style="list-style-type: none"><li>• SDA/County Welfare Department Advisory Group</li><li>• WtW Second Year Process</li></ul>	<b>Bill Burke</b>
<b>2:15 p.m.</b>	<b>Agenda Building for the Dec. 11, 1998, SDA Quarterly Meeting</b>	<b>All</b>
<b>3:00 p.m.</b>	<b>Adjourn</b>	

## SERVICE DELIVERY AREA (SDA) ADVISORY COMMITTEE MEETING MINUTES

Friday, November 6, 1998

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### Hot Topics

- Welfare-to-Work (WtW) reporting requirements are out in the Federal Register. A copy of the instructions will be handed out during the Job Training Partnership Act (JTPA) Closeout discussion.
- The possibility of video conferencing in lieu of meetings was discussed and will be looked into further.
- Final state allocations for the 1998-99 Job Training Partnership Act (JTPA) program year (PY) are expected out in January.

**CalWORKs Council of Corporate Executives Internet Clearinghouse** — Lynnette Sumodobila and Eric Morikawa, Marketing and Constituent Services, demonstrated the work-in-process web site developed by the Employment Development Department (EDD) to address provisions in Assembly Bill (AB) 1542. The information clearinghouse is intended to provide a central point where employers can find assistance and resources on how to hire recipients on aid and to inform them of the incentives in hiring such recipients.

The AB 1542 provides for a CalWORK's Council of Corporate Executives consisting of seven members appointed by the Governor, three appointed by the Senate Committee on Rules, and three appointed by the Speaker of the Assembly. The role of the Council is to guide and assist EDD in recruiting private sector employers who will hire recipients on aid.

Due to hiring constraints contained in AB 2772, it is anticipated that Council members may be appointed after the first of the year. The AB 1542 also requires registration of employer pledges in their effort to support the state in meeting its welfare-to-work goals.

Advisory members expressed the following concerns.

- The SDAs have worked hard to develop their local one-stop effort. Placing a second informational resource system in the communities could be duplicative of their efforts and possibly confusing to customers.
- Welfare agencies do not appear to have been brought into the loop.
- The clearinghouse appears to be in conflict with AB 67 established to coordinate local employer outreach efforts to reduce duplicative contacts with local employers.

- Many of the SDAs market their programs as a source for business to hire the “universal” job-ready client, not exclusively public aid recipients.
- Once employer pledges are registered on the Internet, how can employer/job follow-up be consistently assured, as well as assuring that the job is being appropriately filled?
- Not all employers have access to the Internet.

A presentation of the Internet clearinghouse web site will be made at a future WtW Committee meeting.

**Workforce Investment Act of 1998**—The Department of Labor (DOL) planning guidance is expected out in December. Vicki Johnsrud provided feedback from the DOL National Workforce Investment Act (WIA) conference she attended as the state’s representative. Topics discussed at the conference related to the need for regulations on common definitions in the area of performance standards. The DOL is looking at coordination of common definitions among state and federal programs.

Also discussed were the Workforce Investment Boards and the issue of “substantially similar” and what constitutes representation of “one each.” The DOL talked about submitting technical language changes in January.

Administrative costs should be defined as broadly as possible. The DOL is planning an Internet chat room and questions posed to DOL will be run through the Office of Management and Budget. Information on the two percent money for transition and planning remains outstanding. The concept of less is better regarding regulations and timing is critical.

Vicki Johnsrud provided two handouts: WIA – Major Target Milestones prepared by her Division and Basic Principles for WIA Regulations prepared by DOL.

Dean Smith reported that the State Job Training Coordination Council (SJTCC) members asked that a letter be sent to Governor-elect Davis indicating issues needing his immediate attention, such as the appointment of the state Workforce Investment Board and designation of the responsible state administering agency. The Advisory members expressed the importance of having a sense of the general direction the new administration is taking in order that they may begin local planning. The SJTCC has taken the lead to form a seven-state agency steering committee to begin sharing information and identifying issues that cut across agencies and to establish a communication system among the agencies involved.

- Use of Unemployment Insurance (UI) Wage Record Data

Ray Worden, Long Beach SDA, suggested forming a workgroup to begin organizing a data bank to look at Title II-A follow up using wage record data. This also needs to be linked to Senate Bill (SB) 645.

Liz Clingman added that a recently released Training and Employment Guidance Letter provides information regarding what DOL is recommending under the current structure.

- Customer Satisfaction Data Options

Ray suggested forming a workgroup and working with the appropriate entity to begin looking at established systems that measure customer satisfaction.

**Management/Oversight of One-Stops**—There was discussion regarding the multiple state representatives needed on-site at the SDAs to monitor the various funding streams for the JTPA program and the need to streamline the process. The Job Training Partnership Division (JTPD) recognizes the concern and will take the lead in providing information to the SDAs with respect to the roles and responsibilities of the various monitoring entities. Currently, there are ongoing coordination meetings between the JTPD program managers and the Compliance Review Division to schedule visits together when possible.

**The JTPA Closeout**—Absent WIA planning guidance, members were asked for suggestions on how to proceed to plan for closeout. Suggestions included simplifying the property inventory reconciliation process. State staff will begin working on a strategy plan with input from SDAs to provide DOL with recommendations for closeout, particularly in the area of statewide administration. Other areas of suggested state inquiry to DOL included the question of what role the Office of Inspector General will play in the JTPA/WIA transition.

### **Status of WtW Program**

- The SDA/County Welfare Department Advisory Group—The agenda for the November 10, 1998, Advisory Group meeting was distributed. A key topic for discussion will be WtW policy barriers.
- The WtW second-year process—The second year WtW plans are to be submitted to DOL by the end of March. The question was asked whether the state would accept current year plan modifications as opposed to new plans, provided the modification is not major. Discussions have yet to take place regarding meeting the requirement for a local public hearing process for certification.

Liz Clingman distributed the Federal Register's publication of the Health and Human Services WtW reporting requirements. The DOL has established a web site for accepting public comment; the deadline is December 28. The JTPD will send out an information bulletin providing this information. There are two elements in the requirements of most concern to the state and the employment and training community. One is the reporting of expenditure by participant by activity, which is required by law. The second is the requirement of Temporary Assistance for Needy Families (TANF) data on WtW participants. Liz added that the reporting requirements apply only to the state formula grants and that DOL will be issuing separate reporting requirements for state competitive grants.

The issue of confidentiality was raised as a major barrier in linking with TANF to meet WtW reporting requirements.

## **Agenda Building for the December 11, 1998, SDA Quarterly Agenda**

Following are the items recommended for the December 11 SDA Quarterly agenda: WIA update, JTPA closeout, capacity-building activities, one-stop collocation, SB 645 status report, and program year 1999-2000 state and federal allocation shares.

Jeff Hort, Labor Market Information Division, provided information on the Mass Layoff Statistics (MLS) program funded by DOL and administered to all states by the Federal Bureau of Labor Statistics. The program has been up and running since April 1995 and is at a point where customized data reports can now be disseminated directly to the local areas. The reports can be used to target services to dislocated services and better define the population of dislocated workers in local areas. It was suggested that Mr. Hort present the MLS program at a workshop during the California Workforce Association spring conference.

The meeting adjourned at 3 p.m.